



## 2015-2016 Work Plan

Goal: Increase knowledge and influence change

### Executive Board

|                  |   |
|------------------|---|
| President:       | Cindy Mowry, Clover Park Technical College    |
| President-Elect: | Patrick Brown, Renton Technical College       |
| Past-President:  | Mike Singletary, Whatcom Community College    |
| Treasurer:       | Joan Kammerzell, Bellingham Technical College |
| Secretary:       | Janet Garza, Columbia Basin College           |
| Historian:       | Chris Melton, Shoreline Community College     |

### Liaisons

|        |                                  |
|--------|----------------------------------|
| WSSSC: | Dave Paul, Skagit Valley College |
| SBCTC: | Scott Copeland, Policy Associate |

### Meeting Schedule

|              |   |
|--------------|---|
| Summer 2015: | August 5, 2015, Executive Board Meeting, Bellingham Technical College |
| Fall 2015:   | October 21-23, 2015, Skagit Valley College                            |
| Winter 2016: | January 27-29, 2016, Location TBD. Joint meeting with ACC             |
| Spring 2016: | April 20-22, 2016, Wenatchee Valley College.                          |

Professional Development - ARC Executive Board usually polls the members to determine professional development topics. We have not done this yet, but plan to by the end of summer 2015.

Topics to put forth to membership include the following:

State Archivist

Lean Principles

5S in the workplace (variation of Lean, but not as intense as Kaizen)

[FERPA sessions – one at each ARC meeting \(FERPA 101, 102, 103, etc.\)](#)

[It has been requested we have Justin Kjoseth \(AAG\) update ARC on FERPA to include scenarios and the latest training tools](#)

Project Management Training

Topics from “Leading from the Middle series (The Association)

[Staff development for Registrars/Admission office staff](#)

Title IX Training

Title II ADA Training

PACRAO webinar – Trans\*Cultural Competence/Working Effectively with Trans\* and Gender non-conforming students

## Agenda Topics

- Update Mission Statement, By-Laws and Executive Board job descriptions.
  - Will have Ad-Hoc Committee to review Mission Statement and By-Laws
- National Student Clearinghouse – Danette Sullivan – to provide updates on Clearinghouse services available to CTCs
- WASC – Jim West
  - Residency for tuition purposes
  - Veteran’s residency
- Options for placement testing with COMPASS going away
- Increasing enrollments and retention for underserved populations
- How to better serve underserved populations – LGBTQ, DREAMers
- New member packet on website for easy access
- ctcLink
  - Goal: Is to understand the processes/challenges the first link colleges experienced in preparation for conversion and during the conversion process.
  - Goal: How to better prepare our colleges regarding data clean-up and for conversion.
- SBCTC coding updates – Carmen McKenzie
- Legislative updates/Policy Associate Report – Scott Copeland
- Liaison reports for standing Councils/Commissions
- WSSC report – Dave Paul
- Veteran’s transfer policy
- Veterans transfer website
- Credit for Non-Traditional Learning (formerly PLA)
- Student Financial Literacy
- Best Practices around reverse transfer
- Graduation and auto awarding degrees: Who does it and how?
- Guided Pathways discussions due to more structure coming into the CTC system with PeopleSoft
- Round Table discussions with debriefing/discussion with full ARC membership
- Respond to SBCTC and Legislative initiatives
- Question box

## Leadership

- Joint meeting with Advising & Counseling Council planned for January 2016 – agenda items so far
  - Entry advising, retention and group registration
  - Increasing enrollment of underrepresented populations
  - Credit for Non-Traditional Learning
  - Student Financial Literacy
  - Best Practices around reverse transfer
  - Round table discussion followed by large group debrief
  - Question box
- Mentoring new ARC members